

Community News

Welcome home to...

Brookside Meadows

Thank you to all our wonderful Residents and everything you bring to the Brookside Meadows Community.

We appreciate you calling Brookside Meadows your *Home*.



Mark your Calendar



Defensive Driving Class will be held on 4/14/18 from 9-3. We are excited to have Staci Cussick from Liberty Mutual on site. See the attached for details. Space is limited. Call the leasing office to reserve your seat.

Knitting Class – will be held on the 1st Saturday of the month in the movie room. The next class is on 4/7/18

Are you interested in a CPR Class?

We would like to plan one in the coming weeks. If you would be interested in attending please send us an email boltz@brooksidemeadows.com.

Don't let it happen to you!!

Violators have/will be fined

****Stop Signs & Speed Limits****

Obey posted speed limits and remember to STOP at the stop signs.

****Trash/Littering****

Only household trash is allowed. Do not leave trash on the ground in dumpster areas. Place it inside the dumpster and close the side door or top. Critters love a free meal if they can get in. Notify the office if you see trash on the ground.

****Pet Waste****

Pick up your pet waste. Do not leave pet waste at your front door. Place it in the trash. It will smell and it is unsightly.

****Illegal Parking****

Park in your space designated for your unit. If your unit has a garage and driveway you should not park your vehicles in guest parking.

****Doorways and Patios****

Should not be utilized as storage.

The clubhouse is available for your next party!

Contact the leasing office if you are interested. The cost is \$150.00

ANNOUNCEMENT

We are excited to offer our New and Improved Online Bill Pay!

Beginning in May 2018 our new Online Bill Pay will be available.

The current Bill Pay Portal Link on our website **WILL** be available for your April payment processing.

Beth, Joanna and Samantha have been very busy behind the scenes!



Paying your Rent Online

Don't have time to stop by the office to pay your rent. Soon you will be able to conveniently pay your rent online. Make a one-time payment or sign up to have it automatically deducted each month. Pay by online check or credit card. It's that easy!

In April we will be rolling out a new payment portal. If you have been paying your rent online through our payment portal you will receive an email shortly on instructions for signing up for the new portal. We currently have the link on our website disabled as we work on the new and improved portal. Residents that already have payments sent up through your financial institution will not be affected by this enhancement.

Work Order Requests

Do you have a maintenance issue but you are too busy to stop by or call our leasing office? In the coming months you will be able to simply fill out an online service request. For emergency requests that need immediate attention, you will continue to contact our leasing office directly at 845-635-2600.

Community Rules, Regulations & Reminders

PARKING – Townhouses and Apartments with garages: One car is to be parked inside of the garage, and second car is to be parked in the spot behind the garage. Numbered parking spaces are reserved for residents. Un-numbered spots are on a 1st come 1st serve basis *for visitors of the community*. Should a unit near you become vacant we ask that you speak to the office before temporarily parking in the numbered parking spot belonging to the unit.

HOUSEKEEPING - Patios and/or porches appurtenant to the apartment should be kept clean and organized. They should not be cluttered or unsightly. Alterations or modification may not be made, in any way, to the structure or appearance of any patio or balcony area or any area appurtenant to the apartment. Patios and entry ways may not be used for storage purposes and Tenant is prohibited from fencing in, wiring in or enclosing such areas in any manner.

FITNESS CENTER – Should you misplace your fitness card to access the gym there is a \$50.00 fee to replace your gym card. Email office@brooksidemeadows.com to let us know that you enjoy reading our newsletter. All email addresses that we receive will be entered to win a prize.

MAINTENANCE CORNER



Work Orders- When you open a work order we will enter your unit within 24-48 hrs unless you have a minor in the unit.

If you have a pet that requires you to be at the unit when we enter, notify the office when you make a request for a work order.

If you need to open up a work order for a **Non-Emergency** you may email us at office@brooksidemeadows.com. Please remember to include your unit # and if it is **okay to enter your unit.**

For Emergencies, remember to call us at **845-635-2600**. Emergencies consist of No Heat, No Air-Conditioning, Water Leaks, Electrical and Toilet Clogs for 1 bedrooms.

**** Someone over the age of 18yrs of age must be present for one of our maintenance team to enter your home.**

MAINTENANCE TIPS

Dishwasher - It is very helpful to clean out your drain in the bottom of your dishwasher. You can't believe what maintenance finds in the bottom of some of the dishwasher: spoons, bottle caps, and large amounts of food. Dishwashers are not made to take these kinds of items. It clogs the dishwasher drain pump and causes damage that is not repairable.

Bathrooms- If the toilet overflows, the water shut-off valve is to the left of the basin. Turn the knob clockwise to shut off. If your toilet is stopped up, try unstopping the toilet with a plunger. If you do not own a plunger you can purchase one from any hardware store. If the problem persists or the toilet runs continuously, please contact the leasing office for maintenance assistance.

Garage Door – If you lose power you can open your door by pulling the emergency cord to disconnect the door from the garage door opener. The cord usually has a red handle and will hang down from the center rail of the garage door mechanism. Lift the garage door straight up until the door is fully open.



Flag Football!! One of our residents is looking to start a Flag Football Team. Practice would take place on Monday and Wednesday evening. Games would take place on Saturdays. We are looking for volunteers and referees. If you are interested in playing, being a volunteer contact the leasing office.

Did you know?

Cameras! - Yes we have them throughout the property. We have turned our cameras to watch the hard hit areas in Margaret and Annie! Pet owners that continue not to pick up after your pets will be fined.

Notary Services – We have a notary available at our leasing office. This service is free to all residents.

Dryer –When cleaning around your dryer, be sure not to push it back to far. By doing so can cause your dryer vent to become crimped. If the vent becomes crimped it can cause the dryer not to heat up. Contact the leasing office if you notice your dryer is not working properly.

Home Exercise Equipment - In case you were not aware, if you live in an upstairs unit we ask that you not utilize gym equipment. When in use the equipment will be very disturbing for your downstairs neighbor. Our gym is part of your amenity fee and is available 24/7. If you do not already have a gym card contact the leasing office to obtain your access card.

Winter Time Noise - Since it is still cold outside we tend to spend a little more time inside. Please remember the BASE on your stereo and TV travels!

Spring Clean Time



It is just about that time again! Yes it is almost spring cleaning time again. When the snow thaws and everything looks so dirty. It is time to clean.

We would like to ask everyone to check your entry way and patio. If there is something out there that does not belong, please either put it in your storage or throw it away.

The only thing that should be on your entry way and patio is patio furniture and plants.

When we are out showing apartments we like to show everyone what a nice place we have here at Brookside Meadows. So when the weather breaks take a few minutes and check out your entry way and patio.